

April 19, 2017

Fail Safe AVID Project Planner

Select a period to highlight or right. A legend describing the coloring follows.

Period Highlight: 3 Plan Duration Actual Start % Complete Actual (beyond plan) % Complete (beyond plan)

Phase	ACTIVITY	Responsible Parties	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE	PERIODS
								1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
Phase I - DOI Reporting			1	11	1		25%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Avid Report Automation and Distribution (Avid RAD) System Design	n-Tier	1	3	1		67%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Setup Infrastructure	MIS/n-Tier	2	1	2	1	100%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Write Monthly SQL Queries	n-Tier	4	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Generate Test Monthly Extract for DOI	n-Tier	5	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Develop Avid RAD Job for Monthly Report	n-Tier	6	2			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Write Yearly SQL Queries	n-Tier	8	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Generate Test Yearly Extract for DOI	n-Tier	9	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Develop Avid RAD Job for Yearly Report	n-Tier	10	2			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Go Live Decision	BOE/DOI/n-Tier	11	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
Phase II - AVID 5.5 and Control Center							0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Design Bulk Status Change (BSC) Facility	n-Tier	12	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Prototype BSC Facility	n-Tier	13	3			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Change AVID SysAdmin for BSC	n-Tier	16	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Design AVID Control Center Dashboard	n-Tier	1	14	1		7%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Update All AVID Jobs for Common Logging	n-Tier	10	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Develop AVID Voter Reinstatement	n-Tier	17	4			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	AVID 5.5 Testing	n-Tier/BOE	21	2			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Develop Control Center Dashboard	n-Tier	15	32			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Control Center Testing	n-Tier/MIS	47	3			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
Phase III - AVID 6.0							0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Absentee Design/Development	n-Tier/BOE	11	12			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Affidavit Re-design/Development	n-Tier/BOE	11	12			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	AVID 6.0 Admin Changes	n-Tier/MIS	23	3			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Queue driven status	n-Tier	26	3			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Elevate Transactions to Virtual Docs	n-Tier	29	3			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
	Re-design Queue Selector	n-Tier/BOE	32	1			0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

Phase	ACTIVITY	Responsible Parties	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE	PERIODS																											
								1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24				
	Re-design Doc Selector	n-Tier/BOE	32	1			0%																												
	Develop Doc Selector	n-Tier	33	4			0%																												
	Develop Queue Selector	n-Tier	37	4			0%																												
	AVID 6.0 Testing	n-Tier/BOE	42	4			0%																												

Executive Summary

April 23, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**On Schedule**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

Need to sort, prioritize, and schedule miscellaneous user requests. Will update next week.

Part C - Meetings Planned

Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

Fail Safe AVID Project Planner



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Term

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
Develop Avid RAD Job for Monthly Report
Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility
Prototype BSC Facility
Change AVID SysAdmin for BSC
Design AVID Control Center Dashboard
Update All AVID Jobs for Common Logging
Develop Control Center Dashboard
Develop Single Voter Reinstatement
Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
0	4/3/2017	4/9/2017	Project Planning	none
1	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
2	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
3	4/24/2017	4/30/2017		
4	5/1/2017	5/7/2017		
5	5/8/2017	5/14/2017		
6	5/15/2017	5/21/2017		
7	5/22/2017	5/28/2017		
8	5/29/2017	6/4/2017		
9	6/5/2017	6/11/2017		
10	6/12/2017	6/18/2017		
11	6/19/2017	6/25/2017		
12	6/26/2017	7/2/2017		
13	7/3/2017	7/9/2017		
14	7/10/2017	7/16/2017		
15	7/17/2017	7/23/2017		
16	7/24/2017	7/30/2017		
17	7/31/2017	8/6/2017		
18	8/7/2017	8/13/2017		
19	8/14/2017	8/20/2017		
20	8/21/2017	8/27/2017		
21	8/28/2017	9/3/2017		
22	9/4/2017	9/10/2017		
23	9/11/2017	9/17/2017		
24	9/18/2017	9/24/2017		
25	9/25/2017	10/1/2017		
26	10/2/2017	10/8/2017		
27	10/9/2017	10/15/2017		
28	10/16/2017	10/22/2017		
29	10/23/2017	10/29/2017		
30	10/30/2017	11/5/2017		
31	11/6/2017	11/12/2017		
32	11/13/2017	11/19/2017		
33	11/20/2017	11/26/2017		
34	11/27/2017	12/3/2017		
35	12/4/2017	12/10/2017		
36	12/11/2017	12/17/2017		
37	12/18/2017	12/24/2017		
38	12/25/2017	12/31/2017		
39	1/1/2018	1/7/2018		
40	1/8/2018	1/14/2018		
41	1/15/2018	1/21/2018		
42	1/22/2018	1/28/2018		
43	1/29/2018	2/4/2018		
44	2/5/2018	2/11/2018		
45	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Executive Summary

Part A - Major Milestones

May 1, 2017

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**On Schedule**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

Fail Safe AVID Project Planner



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<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
0	4/3/2017	4/9/2017	Project Planning	none
1	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
2	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
3	4/24/2017	4/30/2017	AVID RAD Design Complete	none
4	5/1/2017	5/7/2017		
5	5/8/2017	5/14/2017		
6	5/15/2017	5/21/2017		
7	5/22/2017	5/28/2017		
8	5/29/2017	6/4/2017		
9	6/5/2017	6/11/2017		
10	6/12/2017	6/18/2017		
11	6/19/2017	6/25/2017		
12	6/26/2017	7/2/2017		
13	7/3/2017	7/9/2017		
14	7/10/2017	7/16/2017		
15	7/17/2017	7/23/2017		
16	7/24/2017	7/30/2017		
17	7/31/2017	8/6/2017		
18	8/7/2017	8/13/2017		
19	8/14/2017	8/20/2017		
20	8/21/2017	8/27/2017		
21	8/28/2017	9/3/2017		
22	9/4/2017	9/10/2017		
23	9/11/2017	9/17/2017		
24	9/18/2017	9/24/2017		
25	9/25/2017	10/1/2017		
26	10/2/2017	10/8/2017		
27	10/9/2017	10/15/2017		
28	10/16/2017	10/22/2017		
29	10/23/2017	10/29/2017		
30	10/30/2017	11/5/2017		
31	11/6/2017	11/12/2017		
32	11/13/2017	11/19/2017		
33	11/20/2017	11/26/2017		
34	11/27/2017	12/3/2017		
35	12/4/2017	12/10/2017		
36	12/11/2017	12/17/2017		
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44	2/5/2018	2/11/2018		
45	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
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Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Term

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

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Prototype BSC Facility

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Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

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TBD.

Acceptance Testing for AVID 6.0

May 8, 2017

Executive Summary

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6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

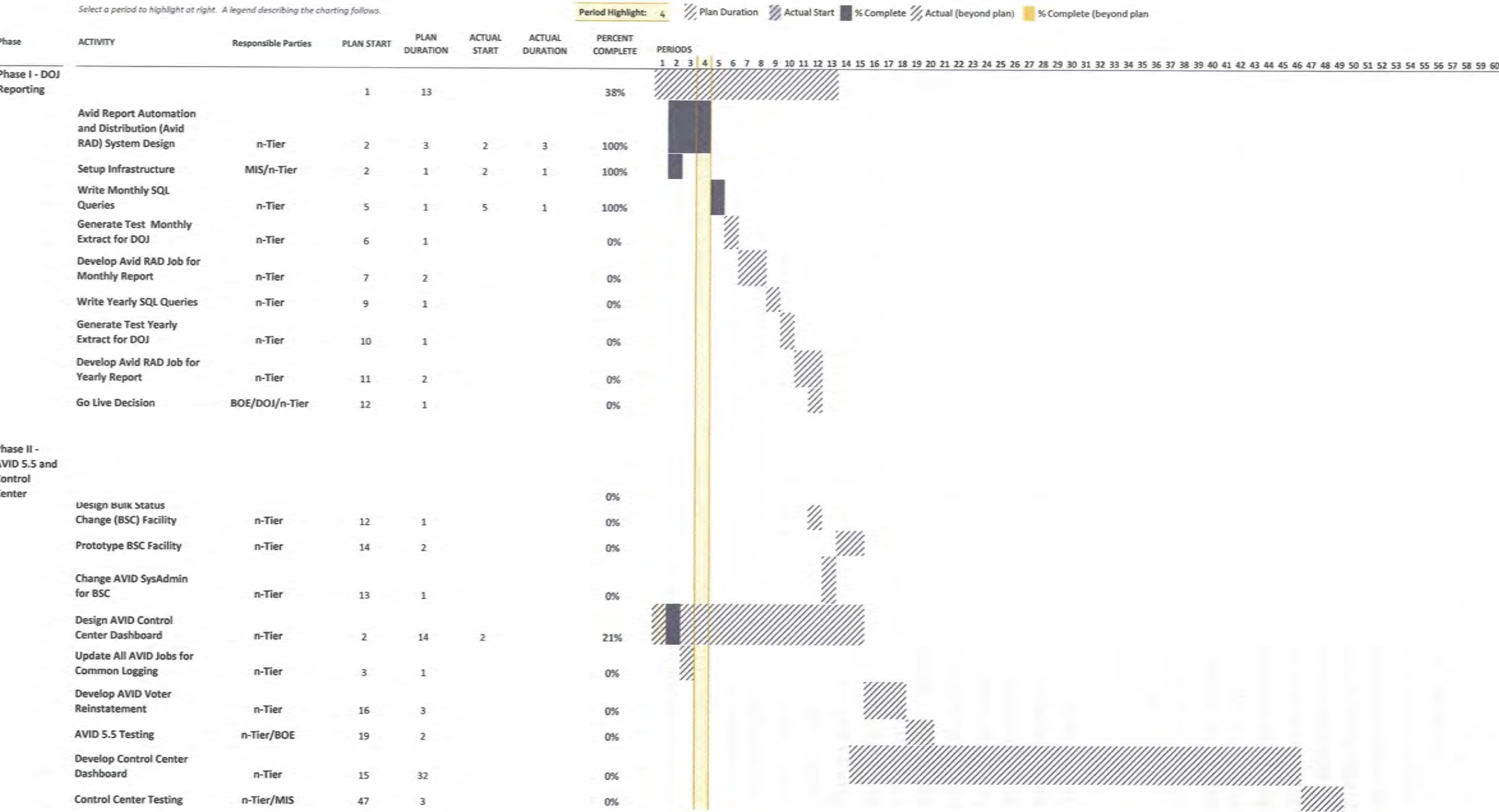
None.

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Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

Thank you,

Fail Safe AVID Project Planner



[illegible]

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
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Next Period Objectives

Continue Avid RAD Design
Complete Architecture for AVID RAD
Write DOJ Monthly SQL Queries

Term

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
Develop Avid RAD Job for Monthly Report
Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility
Prototype BSC Facility
Change AVID SysAdmin for BSC
Design AVID Control Center Dashboard
Update All AVID Jobs for Common Logging
Develop Control Center Dashboard
Develop Single Voter Reinstatement
Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

Executive Summary

May 15, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**On Schedule**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

Fail Safe AVID Project Planner



[illegible]

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5	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
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Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Term

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
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Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

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Prototype BSC Facility
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Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

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Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

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Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

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Make changes to AVID Admin for 6.0

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Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

Executive Summary

May 21, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- We are working to have a test version of this functionality ready to test in Brooklyn sometime in the week of June 5.
- After testing, we will add the function citywide sometime later in June.

Potential Merge Issues: None.

Fail Safe AVID Project Planner

Select a period to highlight at right. A legend describing the charting follows:

Phase

ACTIVITY

Responsible Parties

PLAN START PLAN DURATION

ACTUAL START ACTUAL DURATION

PERCENT COMPLETE

Period Highlight: 7

Plan Duration

Actual Start

% Complete

Actual (beyond plan)

% Complete (beyond plan)

PERIODS

Phase I - DOJ Reporting

Avid Report Automation and Distribution (Avid RAD)
System Design

n-Tier

2 3

2 3

100%

Setup Infrastructure

MIS/n-Tier

2 1

2 1

100%

Write Monthly SQL Queries

n-Tier

5 1

5 1

100%

Generate Test Monthly Extract for DOJ

n-Tier

6 1

6 1

100%

Develop Avid RAD Job for Monthly Report

n-Tier

7 2

7 1

50%

Write Yearly SQL Queries

n-Tier

9 1

0%

Generate Test Yearly Extract for DOJ

n-Tier

10 1

0%

Develop Avid RAD Job for Yearly Report

n-Tier

11 2

0%

Go Live Decision

BOE/DOJ/n-Tier

12 1

0%

Phase II - AVID 5.5 and Control Center

Design Bulk Status Change (BSC) Facility

n-Tier

12 1

0%

Prototype BSC Facility

n-Tier

14 2

0%

Change AVID SysAdmin for BSC

n-Tier

13 1

0%

Design AVID Control Center Dashboard

n-Tier

2 14

2

50%

Update All AVID Jobs for Common Logging

n-Tier

3 1

3 1

100%

Develop AVID Voter Reinstatement

n-Tier

16 3

0%

AVID 5.5 Testing

n-Tier/BOE

19 2

0%

Develop Control Center Dashboard

n-Tier

15 32

0%

Control Center Testing

n-Tier/MIS

47 3

0%

Phase III - AVID 6.0

Absentee Design/Development

n-Tier/BOE

11 12

0%

Affidavit Re-design/Development

n-Tier/BOE

11 12

0%

AVID 6.0 Admin Changes

n-Tier/MIS

23 3

0%

Queue driven status

n-Tier

26 3

0%

Elevate Transactions to Virtual Docs

n-Tier

29 4

0%

Re-design Queue Selector

n-Tier/BOE

33 3

0%

Re-design Doc Selector

n-Tier/BOE

36 3

0%

Develop Doc Selector

n-Tier

39 5

0%

Develop Queue Selector

n-Tier

44 5

0%

AVID 6.0 Testing

n-Tier/BOE

49 4

0%

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Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

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Finish writing AVID RAD Job for monthly extract.

Term

Phase I

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AVID 5.5 Testing

Phase III

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Affidavit Re-design/Development
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Acceptance Testing for AVID 6.0

Executive Summary

May 29, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

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Phase II - AVID 5.5 and AVID Control Center

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8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

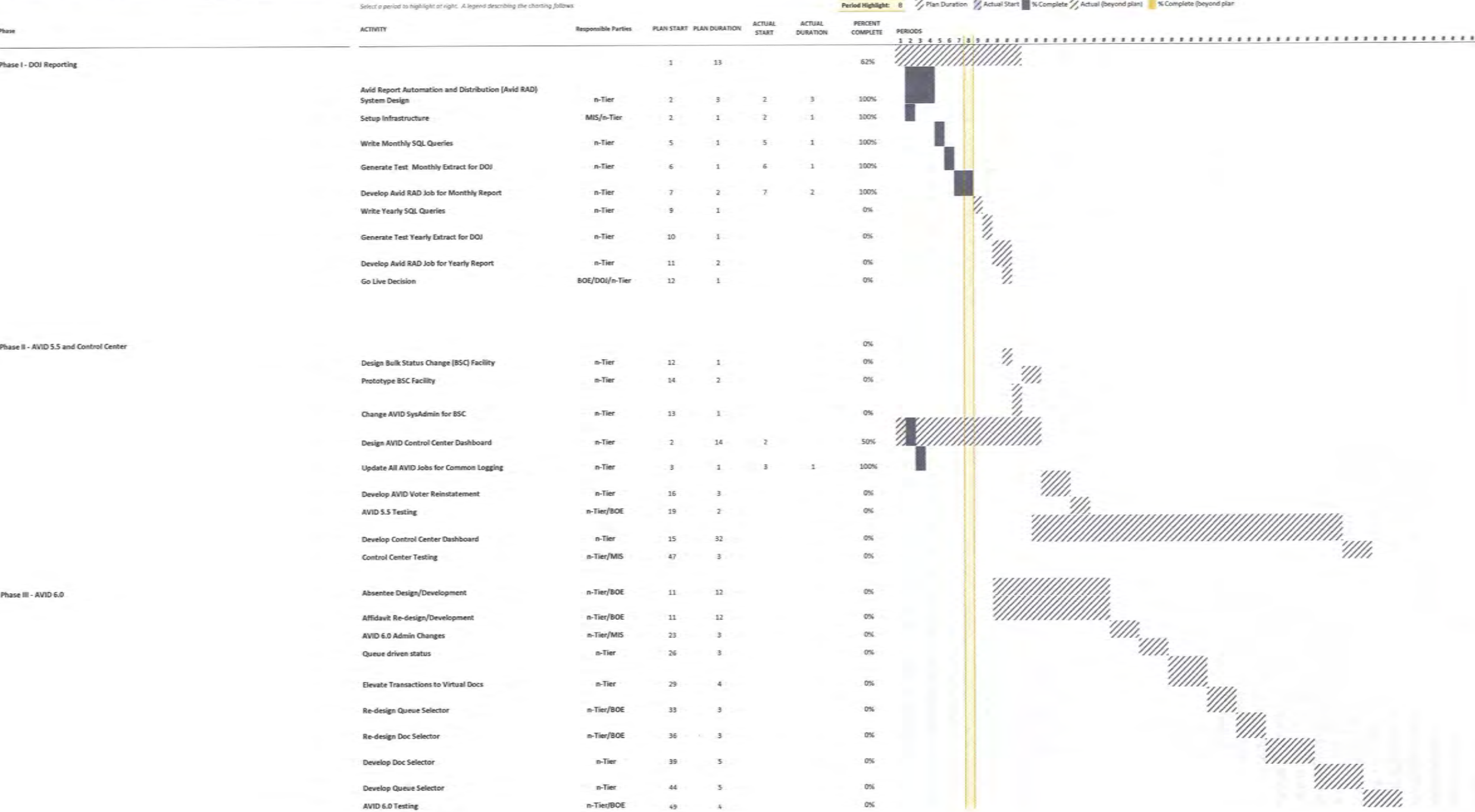
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- After testing, we will add the function citywide sometime later in June.

Potential Merge Issues: None.

Fail Safe AVID Project Planner



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47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Term

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

Executive Summary

June 5, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

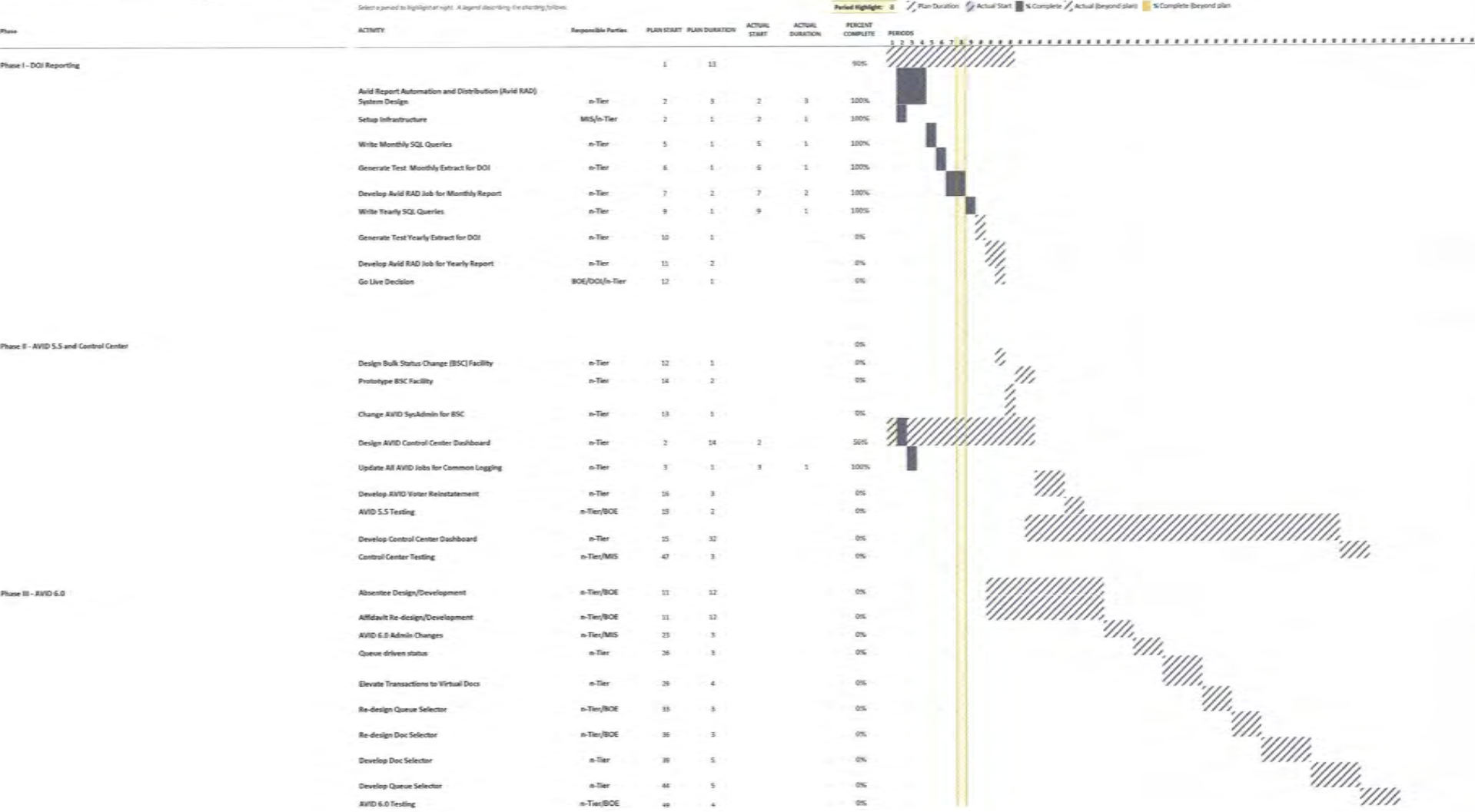
Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- We are working to have a test version of this functionality ready to test in Brooklyn starting Tuesday 6/13 next week.
- After testing and potential modifications, we will add the function citywide sometime later in June.

Potential Merge Issues: None.

Fail Safe AVID Project Planner



<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
0	4/3/2017	4/9/2017	Project Planning	none
1	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
2	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
3	4/24/2017	4/30/2017	AVID RAD Design Complete	none
4	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
5	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
6	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
7	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
8	5/29/2017	6/4/2017	Yearly queries written	none
9	6/5/2017	6/11/2017		
10	6/12/2017	6/18/2017		
11	6/19/2017	6/25/2017		
12	6/26/2017	7/2/2017		
13	7/3/2017	7/9/2017		
14	7/10/2017	7/16/2017		
15	7/17/2017	7/23/2017		
16	7/24/2017	7/30/2017		
17	7/31/2017	8/6/2017		
18	8/7/2017	8/13/2017		
19	8/14/2017	8/20/2017		
20	8/21/2017	8/27/2017		
21	8/28/2017	9/3/2017		
22	9/4/2017	9/10/2017		
23	9/11/2017	9/17/2017		
24	9/18/2017	9/24/2017		
25	9/25/2017	10/1/2017		
26	10/2/2017	10/8/2017		
27	10/9/2017	10/15/2017		
28	10/16/2017	10/22/2017		
29	10/23/2017	10/29/2017		
30	10/30/2017	11/5/2017		
31	11/6/2017	11/12/2017		
32	11/13/2017	11/19/2017		
33	11/20/2017	11/26/2017		
34	11/27/2017	12/3/2017		
35	12/4/2017	12/10/2017		
36	12/11/2017	12/17/2017		
37	12/18/2017	12/24/2017		
38	12/25/2017	12/31/2017		
39	1/1/2018	1/7/2018		
40	1/8/2018	1/14/2018		
41	1/15/2018	1/21/2018		
42	1/22/2018	1/28/2018		
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45	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
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Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Term

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

Executive Summary

June 12, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Affidavit Redesign (TBD need to schedule full day event Week of June 26 best right now)
Absentee Integration (TBD need to schedule full day event Week of June 26 best right now)

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- Will roll out a test version of this functionality ready to test in Brooklyn this week.
- After testing and potential modifications, we will add the function citywide sometime later in June.

Potential Merge Issues: None.

Fail Safe AVID Project Planner

Select a period to highlight on right. A legend describing the charting follows.

Period Highlight: # / Plan Duration / Actual Start / % Complete / Actual (beyond plan) / % Complete (beyond plan)

Phase	ACTIVITY	Responsible Parties	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE	PERIODS
								1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
Phase I - DOI Reporting			1	13			90%	<div></div>
	Avid Report Automation and Distribution (Avid RAD) System Design	n-Tier	2	3	2	3	100%	<div></div>
	Setup Infrastructure	MIS/n-Tier	2	1	2	1	100%	<div></div>
	Write Monthly SQL Queries	n-Tier	5	1	5	1	100%	<div></div>
	Generate Test Monthly Extract for DOI	n-Tier	6	1	6	1	100%	<div></div>
	Develop Avid RAD Job for Monthly Report	n-Tier	7	2	7	2	100%	<div></div>
	Write Yearly SQL Queries	n-Tier	9	1	9	1	100%	<div></div>
	Generate Test Yearly Extract for DOI	n-Tier	10	1	10	1	100%	<div></div>
	Develop Avid RAD Job for Yearly Report	n-Tier	11	2			0%	<div></div>
	Go Live Decision	BOE/DOI/n-Tier	12	1			0%	<div></div>
Phase II - AVID 5.5 and Control Center							0%	<div></div>
	Design Bulk Status Change (BSC) Facility	n-Tier	12	1			0%	<div></div>
	Prototype BSC Facility	n-Tier	14	2			0%	<div></div>
	Change AVID SysAdmin for BSC	n-Tier	13	1			0%	<div></div>
	Design AVID Control Center Dashboard	n-Tier	2	14	2		63%	<div></div>
	Update All AVID Jobs for Common Logging	n-Tier	3	1	3	1	100%	<div></div>
	Develop AVID Voter Reinstatement	n-Tier	16	3			0%	<div></div>
	AVID 5.5 Testing	n-Tier/BOE	19	2			0%	<div></div>
	Develop Control Center Dashboard	n-Tier	15	32			0%	<div></div>
	Control Center Testing	n-Tier/MIS	47	3			0%	<div></div>
Phase III - AVID 6.0							0%	<div></div>
	Affidavit Design/Development	n-Tier/BOE	11	12			0%	<div></div>
	Absentee Re-design/Development	n-Tier/BOE	11	12			0%	<div></div>
	AVID 6.0 Admin Changes	n-Tier/MIS	23	3			0%	<div></div>
	Queue driven status	n-Tier	26	3			0%	<div></div>
	Elevate Transactions to Virtual Docs	n-Tier	29	4			0%	<div></div>
	Re-design Queue Selector	n-Tier/BOE	33	3			0%	<div></div>
	Re-design Doc Selector	n-Tier/BOE	36	3			0%	<div></div>
	Develop Doc Selector	n-Tier	39	5			0%	<div></div>
	Develop Queue Selector	n-Tier	44	5			0%	<div></div>
	AVID 6.0 Testing	n-Tier/BOE	49	4			0%	<div></div>

Term

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
0	4/3/2017	4/9/2017	Project Planning	none
1	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
2	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
3	4/24/2017	4/30/2017	AVID RAD Design Complete	none
4	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
5	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
6	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
7	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
8	5/29/2017	6/4/2017	Yearly queries written	none
9	6/5/2017	6/11/2017	Sql extract completed	none
10	6/12/2017	6/18/2017		
11	6/19/2017	6/25/2017		
12	6/26/2017	7/2/2017		
13	7/3/2017	7/9/2017		
14	7/10/2017	7/16/2017		
15	7/17/2017	7/23/2017		
16	7/24/2017	7/30/2017		
17	7/31/2017	8/6/2017		
18	8/7/2017	8/13/2017		
19	8/14/2017	8/20/2017		
20	8/21/2017	8/27/2017		
21	8/28/2017	9/3/2017		
22	9/4/2017	9/10/2017		
23	9/11/2017	9/17/2017		
24	9/18/2017	9/24/2017		
25	9/25/2017	10/1/2017		
26	10/2/2017	10/8/2017		
27	10/9/2017	10/15/2017		
28	10/16/2017	10/22/2017		
29	10/23/2017	10/29/2017		
30	10/30/2017	11/5/2017		
31	11/6/2017	11/12/2017		
32	11/13/2017	11/19/2017		
33	11/20/2017	11/26/2017		
34	11/27/2017	12/3/2017		
35	12/4/2017	12/10/2017		
36	12/11/2017	12/17/2017		
37	12/18/2017	12/24/2017		
38	12/25/2017	12/31/2017		
39	1/1/2018	1/7/2018		
40	1/8/2018	1/14/2018		
41	1/15/2018	1/21/2018		
42	1/22/2018	1/28/2018		
43	1/29/2018	2/4/2018		
44	2/5/2018	2/11/2018		
45	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Executive Summary

June 18, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/25/17 Produce Test Yearly Extract for DOJ (**On Schedule**)
6/25/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)
6/25/17 Control Center Coding (**On Schedule**)
6/25/17 Control Center Testing Complete (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Affidavit Redesign and other AVID 6.0 Registration related issues June 28.
Absentee Integration June 29.

Fail Safe AVID Project Planner

Select a period to highlight at right. A legend describing the charting follows.



<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017		
13	6/26/2017	7/2/2017		
14	7/3/2017	7/9/2017		
15	7/10/2017	7/16/2017		
16	7/17/2017	7/23/2017		
17	7/24/2017	7/30/2017		
18	7/31/2017	8/6/2017		
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25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
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48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.
Exec Mgmt requests removal of Info66 ITC	
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.

Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p> <p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>
Add job support and tracking to interface	
Add support for weekly reconciliation audit	
Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.
Request "FailSafe" AVID Project	NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.
Identify broad enhancements for "FailSafe"	n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.

Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities
Fail Safe Project Planning	to use best practices for the project development work to be completed.
Kickoff Meeting for FailSafe AVID	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
Develop Avid RAD Job for Monthly Report
Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility
Prototype BSC Facility
Change AVID SysAdmin for BSC
Design AVID Control Center Dashboard
Update All AVID Jobs for Common Logging
Develop Control Center Dashboard
Develop Single Voter Reinstatement
Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

Registration Cancels and State Synchronization Issues

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Research	Prelim Investigation of NYC/NYS mismatch	n-Tier/MIS	4/18/2016	4/18/2016
	Develop Exec Mgmt requested comparison lists	MIS/n-Tier	4/19/2016	4/29/2016
	Develop lists for NY State BOE	n-Tier	5/2/2016	5/2/2016
	Joint Conference Call	BOE/SBOE/n-Tier	5/10/2016	5/10/2016
	Technical review of NYC/NYS Interface	n-Tier/SBOE	5/10/2016	5/19/2016
Remediation	Increase retention of NYC-NYS transactions	n-Tier	5/11/2016	5/18/2016
	Exec Mgmt requests removal of Info66 ITC	Exce Mgmt	5/18/2016	5/18/2016
	Remove Info66 ITC Function from AVID	n-Tier	5/18/2016	5/18/2016
	Split interface by county and function	n-Tier	5/19/2016	5/31/2016

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Restitution	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016
	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
Reformation	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018

Executive Summary

June 26, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Affidavit Redesign and other AVID 6.0 Registration related issues June 28

Absentee Integration June 29.

Fail Safe AVID Project Planner

Select a period to highlight at right. A legend describing the charting follows.

Period Highlight: # Plan Duration Actual Start % Complete Actual (beyond plan) % Complete (beyond plan)

Phase	ACTIVITY(see Avid Definitions tab for details)	Responsible Parties	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE	PERIODS
								1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
Phase I - DOI Reporting			1	13			90%	<div></div>
	Avid Report Automation and Distribution (Avid RAD) System Design	n-Tier	2	3	2	3	100%	<div></div>
	Setup Infrastructure	MIS/n-Tier	2	1	2	1	100%	<div></div>
	Write Monthly SQL Queries	n-Tier	5	1	5	1	100%	<div></div>
	Generate Test Monthly Extract for DOI	n-Tier	6	1	6	1	100%	<div></div>
	Develop Avid RAD Job for Monthly Report	n-Tier	7	2	7	2	100%	<div></div>
	Write Yearly SQL Queries	n-Tier	9	1	9	1	100%	<div></div>
	Generate Test Yearly Extract for DOI	n-Tier	10	1	10	1	100%	<div></div>
	Develop Avid RAD Job for Yearly Report	n-Tier	11	2	11	2	100%	<div></div>
	Go Live Decision	BOE/DOI/n-Tier	13	1			0%	<div></div>
Phase II - AVID 5.5 and Control Center							0%	<div></div>
	Design Bulk Status Change (BSC) Facility	n-Tier	12	1			0%	<div></div>
	Prototype BSC Facility	n-Tier	14	2			0%	<div></div>
	Change AVID SysAdmin for BSC	n-Tier	13	1			0%	<div></div>
	Design AVID Control Center Dashboard	n-Tier	2	14	2		70%	<div></div>
	Update All AVID Jobs for Common Logging	n-Tier	3	1	3	1	100%	<div></div>
	Develop AVID Voter Reinstatement	n-Tier	16	3			0%	<div></div>
	AVID 5.5 Testing	n-Tier/BOE	19	2			0%	<div></div>
	Develop Control Center Dashboard	n-Tier	15	32			0%	<div></div>
	Control Center Testing	n-Tier/MIS	47	3			0%	<div></div>
Phase III - AVID 6.0							0%	<div></div>
	Affidavit Design/Development	n-Tier/BOE	13	12			0%	<div></div>
	Absentee Re-design/Development	n-Tier/BOE	13	12			0%	<div></div>
	AVID 6.0 Admin Changes	n-Tier/MIS	23	3			0%	<div></div>
	Queue driven status	n-Tier	26	3			0%	<div></div>
	Elevate Transactions to Virtual Docs	n-Tier	29	4			0%	<div></div>
	Re-design Queue Selector	n-Tier/BOE	33	3			0%	<div></div>
	Re-design Doc Selector	n-Tier/BOE	36	3			0%	<div></div>
	Develop Doc Selector	n-Tier	39	5			0%	<div></div>
	Develop Queue Selector	n-Tier	44	5			0%	<div></div>
	AVID 6.0 Testing	n-Tier/BOE	49	4			0%	<div></div>

[illegible]

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Request "FailSafe" AVID Project	<p>NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.</p>
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Term

Fail Safe AVID

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Setup Infrastructure
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Phase II

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Phase III

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Affidavit Re-design/Development
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Queue driven status
Re-design Queue Selector
Re-design Doc Selector
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AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

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Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

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Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017		
14	7/3/2017	7/9/2017		
15	7/10/2017	7/16/2017		
16	7/17/2017	7/23/2017		
17	7/24/2017	7/30/2017		
18	7/31/2017	8/6/2017		
19	8/7/2017	8/13/2017		
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Registration Cancels and State Synchronization Issues

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Research	Prelim Investigation of NYC/NYS mismatch	n-Tier/MIS	4/18/2016	4/18/2016
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	Develop lists for NY State BOE	n-Tier	5/2/2016	5/2/2016
	Joint Conference Call	BOE/SBOE/n-Tier	5/10/2016	5/10/2016
	Technical review of NYC/NYS Interface	n-Tier/SBOE	5/10/2016	5/19/2016
Remediation	Increase retention of NYC-NYS transactions	n-Tier	5/11/2016	5/18/2016
	Exec Mgmt requests removal of Info66 ITC	Exce Mgmt	5/18/2016	5/18/2016
	Remove Info66 ITC Function from AVID	n-Tier	5/18/2016	5/18/2016
	Split interface by county and function	n-Tier	5/19/2016	5/31/2016
	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
Restitution	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Reformation	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/3/2017	1st Qtr 2018

Proposed AVID Returned Mail Expansion

We have added new queues to the AVID Voter Registration System to comply with mandated reporting requirements. The new queues effect the processing of return mail. It is now critical that any return mail be batched for scanning in one of the five queues identified in the table below based on the purpose described in the second column:

Queue	Purpose	Resultant Voter Status	Activity	Notes
Ret Mail	Queue for mail returned to BOE where forwarding address is outside of the city of New York.	X	83	Existing AVID functionality.
Ret Mail No Fwd	Queue for mail returned to BOE with no forwarding address.	X	146	New activity needed for DOJ reporting.
Ret Mail Correct	Queue containing mail returned to the BOE with incorrect address information (possible BOE error) that can be corrected through normal registration/quality process.	A	144	New activity needed for DOJ reporting.
Confirm from Voter	Queue for confirmation applications that have been completed by the voter and returned to the BOE.	A	150	New activity needed for DOJ reporting.
Confirm Move from Voter	Queue for confirmations that have been completed by the voter who confirm move and returned to the BOE.	P	151	New activity needed for DOJ reporting.
Undelivered Confirm	Queue for confirmation returned as undeliverable.	X	149	User should flip address back to original address before address change. AVID mail will send a second confirmation notice to original address.

Please make sure that the voter status identified in the third column of the grid is the status you expect for the voter registrations scanned in your batch. **Please note: No matter what else is changed during your Registration or Quality session, the voter status will be set to the Resultant Voter Status shown in the grid for the corresponding queue which you have scanned your batch.**

July 10, 2017

Executive Summary

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

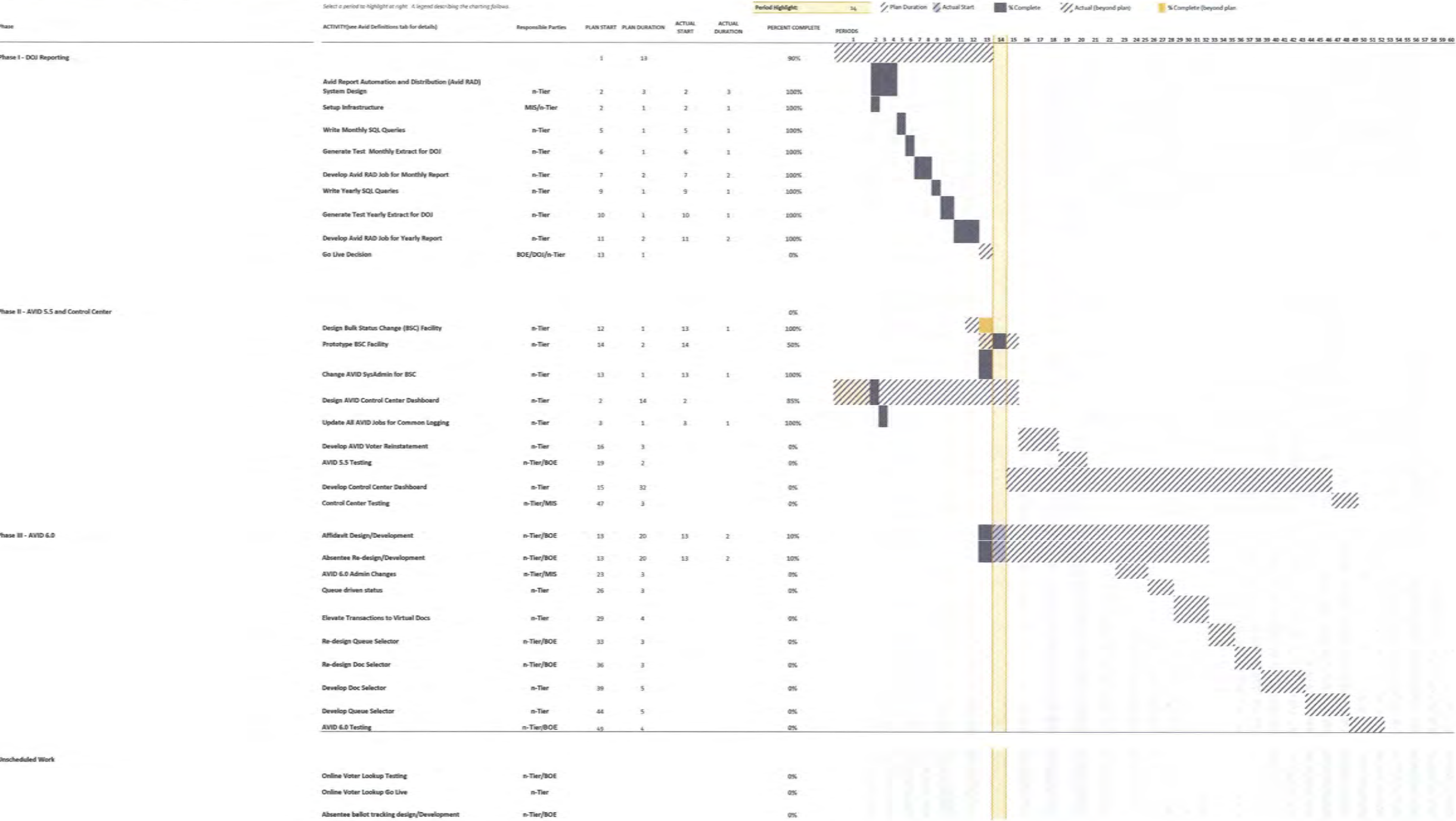
Part B - Issues and Delays

None.

Part C - Meetings Planned

Absentee Detail Analysis July 26 and 27.
Control Center Dashboard Meeting August 16

Fail Safe AVID Project Planner



Phase	ACTIVITY[see Avid Definitions tab for details]	Responsible Parties	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE	PERIODS
	AVID 7.0 Management Oversight Version	n-Tier/MIS					0%	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60

<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	<p>Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.</p> <p>Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.</p>
Joint Conference Call	
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	

Exec Mgmt requests removal of Info66 ITC	<p>The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.</p>
Remove Info66 ITC Function from AVID	<p>n-Tier removed the Info66 ITC function from AVID.</p>
Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p>
Add job support and tracking to interface	
Add support for weekly reconciliation audit	<p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>

Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated. NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.
Request "FailSafe" AVID Project	n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.
Identify broad enhancements for "FailSafe"	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Finalize FailSafe project objectives	n-Tier conducted several technical research activities to use best practices for the project development work to be completed.
Borough Mgmt FailSafe AVID Conference	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.
Fail Safe Project Planning	
Kickoff Meeting for FailSafe AVID	

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	
15	7/10/2017	7/16/2017		
16	7/17/2017	7/23/2017		
17	7/24/2017	7/30/2017		
18	7/31/2017	8/6/2017		
19	8/7/2017	8/13/2017		
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Registration Cancels and State Synchronization Issues

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Research	Prelim Investigation of NYC/NYS mismatch	n-Tier/MIS	4/18/2016	4/18/2016
	Develop Exec Mgmt requested comparison lists	MIS/n-Tier	4/19/2016	4/29/2016
	Develop lists for NY State BOE	n-Tier	5/2/2016	5/2/2016
	Joint Conference Call	BOE/SBOE/n-Tier	5/10/2016	5/10/2016
	Technical review of NYC/NYS Interface	n-Tier/SBOE	5/10/2016	5/19/2016
Remediation	Increase retention of NYC-NYS transactions	n-Tier	5/11/2016	5/18/2016
	Exec Mgmt requests removal of Info66 ITC	Exec Mgmt	5/18/2016	5/18/2016
	Remove Info66 ITC Function from AVID	n-Tier	5/18/2016	5/18/2016
	Split interface by county and function	n-Tier	5/19/2016	5/31/2016
	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
Restitution	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Reformation	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018

July 17, 2017

Executive Summary

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

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8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
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Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
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Part B - Issues and Delays

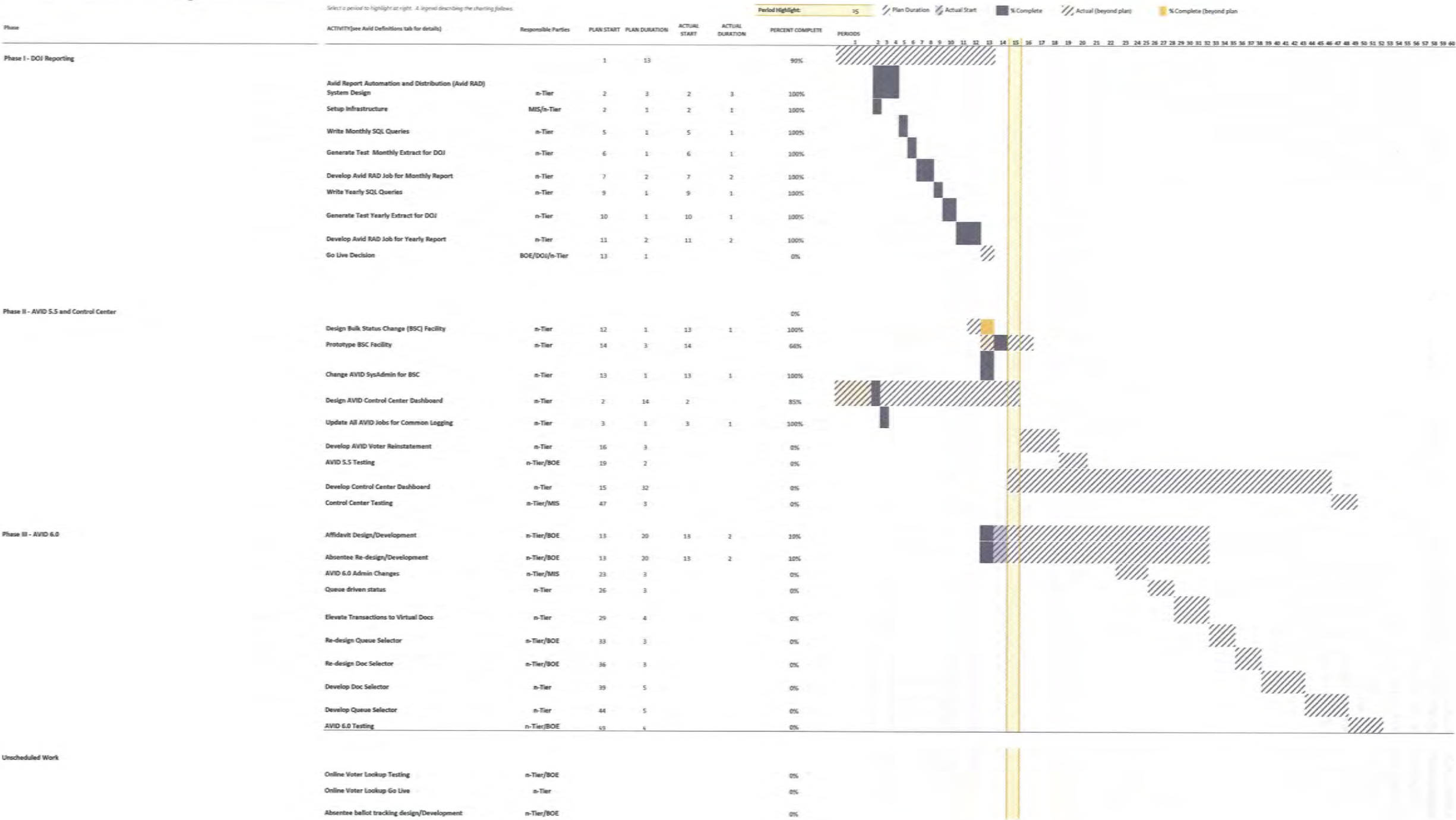
None.

Part C - Meetings Planned

Absentee Detail Analysis July 26 and 27.
Control Center Dashboard Meeting August 16

Fail Safe AVID Project Planner

Select a period to highlight at right. A legend describing the charting follows.



Phase

ACTIVITY (see Avid Definitions tab for details)

Responsible Parties

PLAN START

PLAN DURATION

ACTUAL

START

ACTUAL

DURATION

PERCENT COMPLETE

PERIODS

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AVID 7.6 Management Oversight Version

n-Tier/MIS

0%

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
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Continue Avid RAD Design

Complete Architecture for AVID RAD

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Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

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Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype

<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p> <p>The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.</p>
Increase retention of NYC-NYS transactions	
Exec Mgmt requests removal of Info66 ITC	
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.

Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table.</p>
Add job support and tracking to interface	<p>This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p>
Add support for weekly reconciliation audit	<p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>
Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	<p>Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.</p>
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	<p>After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.</p>
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	<p>To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.</p>
Request "FailSafe" AVID Project	<p>NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.</p>
Identify broad enhancements for "FailSafe"	<p>n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.</p>

Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities
Fail Safe Project Planning	to use best practices for the project development work to be completed.
Kickoff Meeting for FailSafe AVID	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	none
15	7/10/2017	7/16/2017	Complete Bulk Status Prototype	none
16	7/17/2017	7/23/2017		
17	7/24/2017	7/30/2017		
18	7/31/2017	8/6/2017		
19	8/7/2017	8/13/2017		
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype

Executive Summary

Part A - Major Milestones

July 24, 2017

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

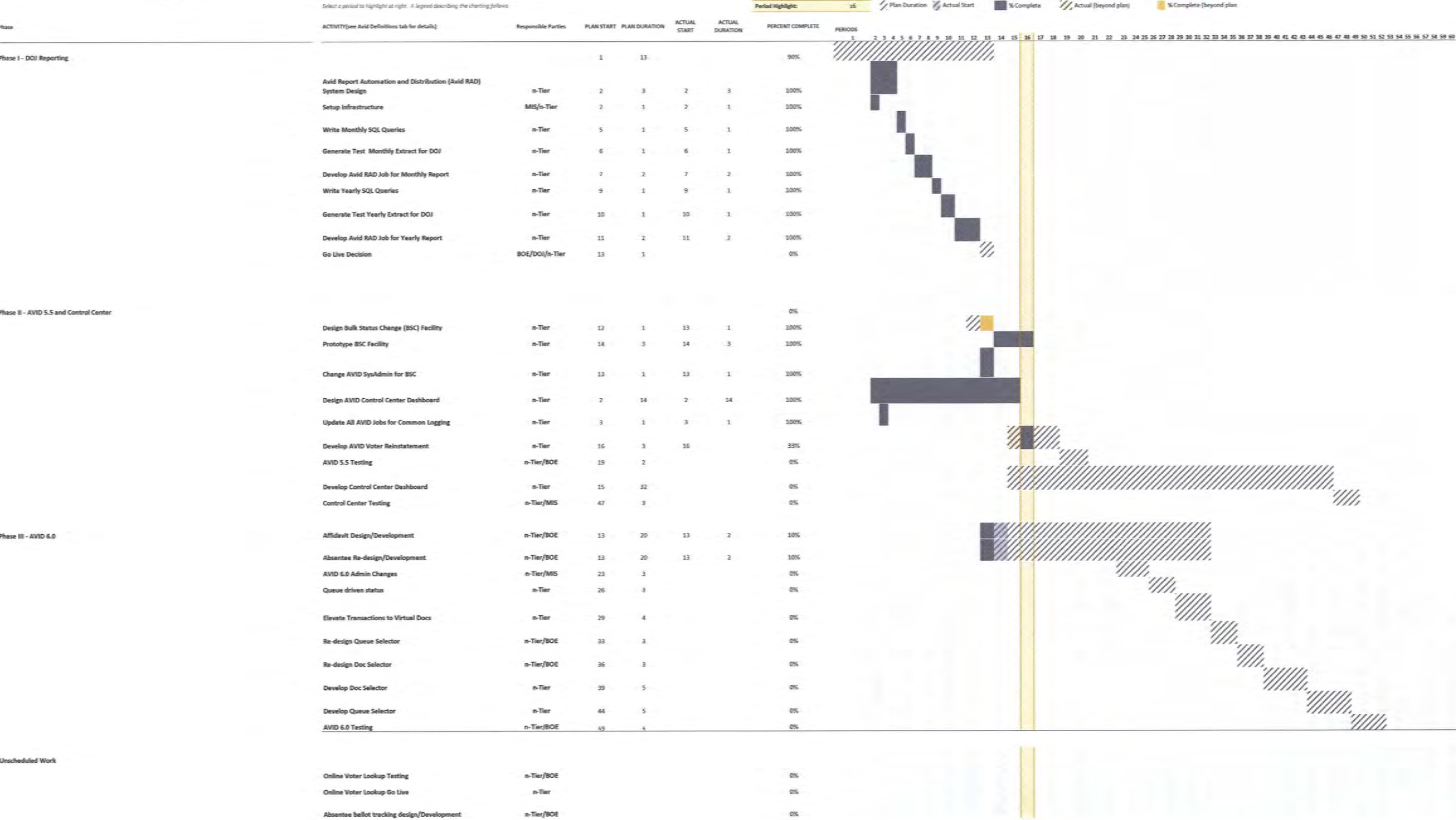
Part C - Meetings Planned

Absentee Detail Analysis July 26 and 27.
Control Center Dashboard Meeting August 16

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- Rolled out (final?) updates for Potential Merge to Brooklyn

Fail Safe AVID Project Planner



<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	

Exec Mgmt requests removal of Info66 ITC	The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.
Split interface by county and function	The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.
Add job support and tracking to interface	
Add support for weekly reconciliation audit	Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.

Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.
Request "FailSafe" AVID Project	NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.
Identify broad enhancements for "FailSafe"	n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.
Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities
Fail Safe Project Planning	to use best practices for the project development work to be completed.
Kickoff Meeting for FailSafe AVID	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
Develop Avid RAD Job for Monthly Report
Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility
Prototype BSC Facility
Change AVID SysAdmin for BSC
Design AVID Control Center Dashboard
Update All AVID Jobs for Common Logging
Develop Control Center Dashboard
Develop Single Voter Reinstatement
Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	none
15	7/10/2017	7/16/2017	Complete Bulk Status Prototype	none
16	7/17/2017	7/23/2017	Coding for voter reinstatements	none
17	7/24/2017	7/30/2017		
18	7/31/2017	8/6/2017		
19	8/7/2017	8/13/2017		
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype

Completed Architecture for AVID RAD

Registration Cancels and State Synchronization Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Respor
Research	Prelim Investigation of NYC/NYS mismatch	n-
	Develop Exec Mgmt requested comparison lists	MI
	Develop lists for NY State BOE	r
	Joint Conference Call	BOE/S
	Technical review of NYC/NYS Interface	n-Ti
Remediation		
	Increase retention of NYC-NYS transactions	r
	Exec Mgmt requests removal of Info66 ITC	Exc
	Remove Info66 ITC Function from AVID	r
	Split interface by county and function	r

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Restitution	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016
	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
Reformation	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018

July 31, 2017

Executive Summary

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

Control Center Dashboard Meeting August 16

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- Dan Ortiz says testing will resume Tuesday after the affidavit break.

Potential Merge Issues: None.

Fail Safe AVID Project Planner



<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.
Exec Mgmt requests removal of Info66 ITC	
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.

Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p> <p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>
Add job support and tracking to interface	
Add support for weekly reconciliation audit	
Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.
Request "FailSafe" AVID Project	NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.
Identify broad enhancements for "FailSafe"	n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.

Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities
Fail Safe Project Planning	to use best practices for the project development work to be completed.
Kickoff Meeting for FailSafe AVID	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
Develop Avid RAD Job for Monthly Report
Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility
Prototype BSC Facility
Change AVID SysAdmin for BSC
Design AVID Control Center Dashboard
Update All AVID Jobs for Common Logging
Develop Control Center Dashboard
Develop Single Voter Reinstatement
Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	none
15	7/10/2017	7/16/2017	Complete Bulk Status Prototype	none
16	7/17/2017	7/23/2017	Coding for voter reinstatements	none
17	7/24/2017	7/30/2017	Continue reinstatement coding	none
18	7/31/2017	8/6/2017		
19	8/7/2017	8/13/2017		
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design
Complete Architecture for AVID RAD
Write DOJ Monthly SQL Queries
Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract
Generate yearly test extract
Work on AVID RAD Job for Yearly extract.
Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype
Completed Architecture for AVID RAD
Coding for voter reinstatements begun.

Registration Cancels and State Synchronization

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Respor
Research	Prelim Investigation of NYC/NYS mismatch	n-T
	Develop Exec Mgmt requested comparison lists	MI
	Develop lists for NY State BOE	I
	Joint Conference Call	BOE/S
	Technical review of NYC/NYS Interface	n-Ti
Remediation	Increase retention of NYC-NYS transactions	n
	Exec Mgmt requests removal of Info66 ITC	Exce
	Remove Info66 ITC Function from AVID	n
	Split interface by county and function	n-

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
Restitution	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016
	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
Reformation	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018

Executive Summary

August 8, 2017

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

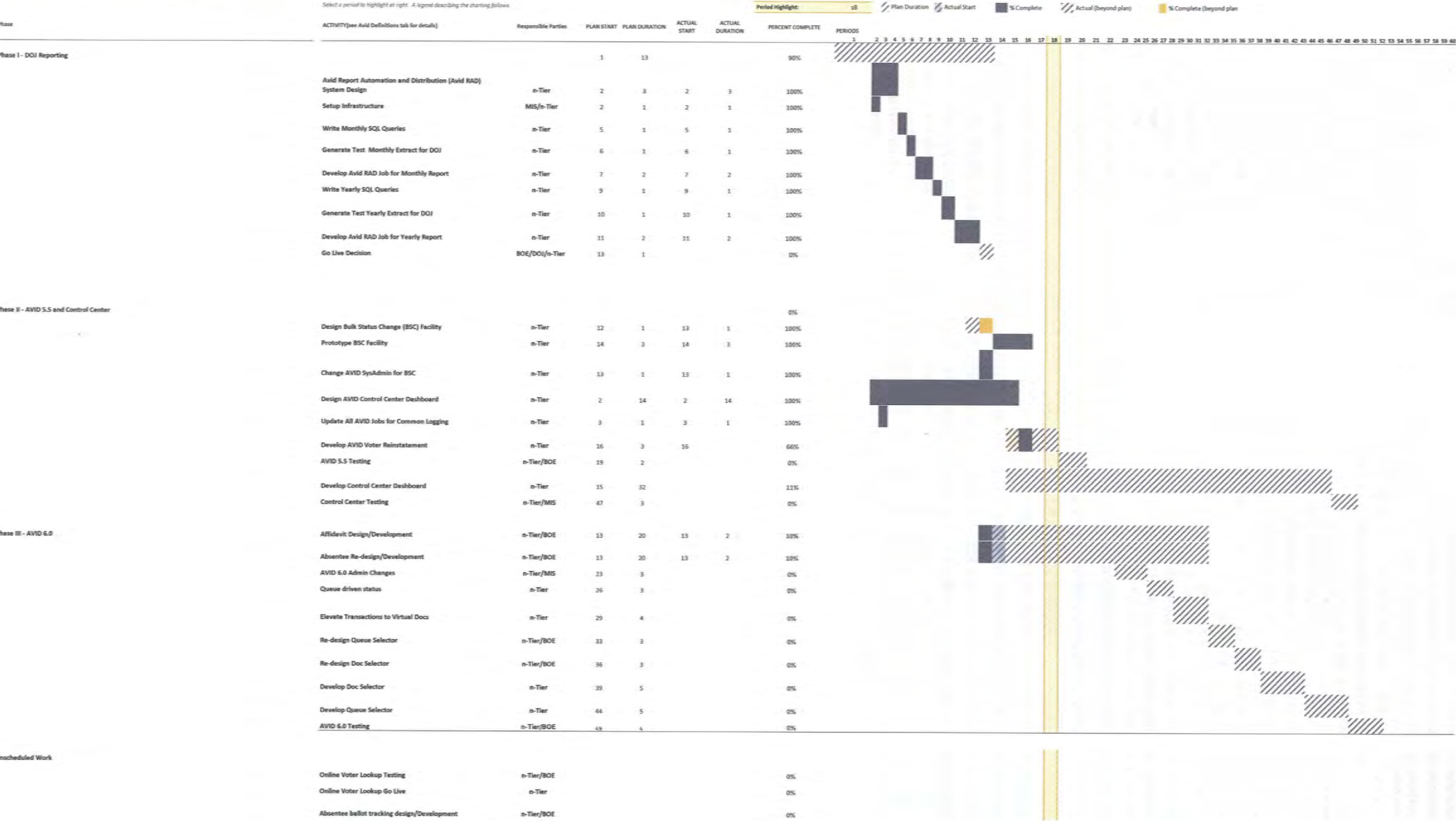
Control Center Dashboard Meeting August 16

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- No issues reported from Brooklyn testing.

Potential Merge Issues: None.

Fail Safe AVID Project Planner



<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.
Exec Mgmt requests removal of Info66 ITC	
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.

Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p>
Add job support and tracking to interface	
Add support for weekly reconciliation audit	<p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>
Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	<p>Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.</p>
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	<p>After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.</p>
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	<p>To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.</p>
Request "FailSafe" AVID Project	<p>NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.</p>
Identify broad enhancements for "FailSafe"	<p>n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.</p>

Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities to use best practices for the project development work to be completed.
Fail Safe Project Planning	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.
Kickoff Meeting for FailSafe AVID	

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	none
15	7/10/2017	7/16/2017	Complete Bulk Status Prototype	none
16	7/17/2017	7/23/2017	Coding for voter reinstatements	none
17	7/24/2017	7/30/2017	Continue reinstatement coding	none
18	7/31/2017	8/6/2017	Finish writing reinstatement coding	none
19	8/7/2017	8/13/2017		
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design

Complete Architecture for AVID RAD

Write DOJ Monthly SQL Queries

Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract

Generate yearly test extract

Work on AVID RAD Job for Yearly extract.

Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype

Completed Architecture for AVID RAD

Coding for voter reinstatements begun.

Reinstatement coding continued

Registration Cancels and State Synchronization

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Respon
Research	Prelim Investigation of NYC/NYS mismatch	n-T
	Develop Exec Mgmt requested comparison lists	MI
	Develop lists for NY State BOE	I
	Joint Conference Call	BOE/S
	Technical review of NYC/NYS Interface	n-Ti
Remediation	Increase retention of NYC-NYS transactions	I
	Exec Mgmt requests removal of Info66 ITC	Exc
	Remove Info66 ITC Function from AVID	I
	Split interface by county and function	I

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
Restitution	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016
	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
Reformation	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018

Executive Summary

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

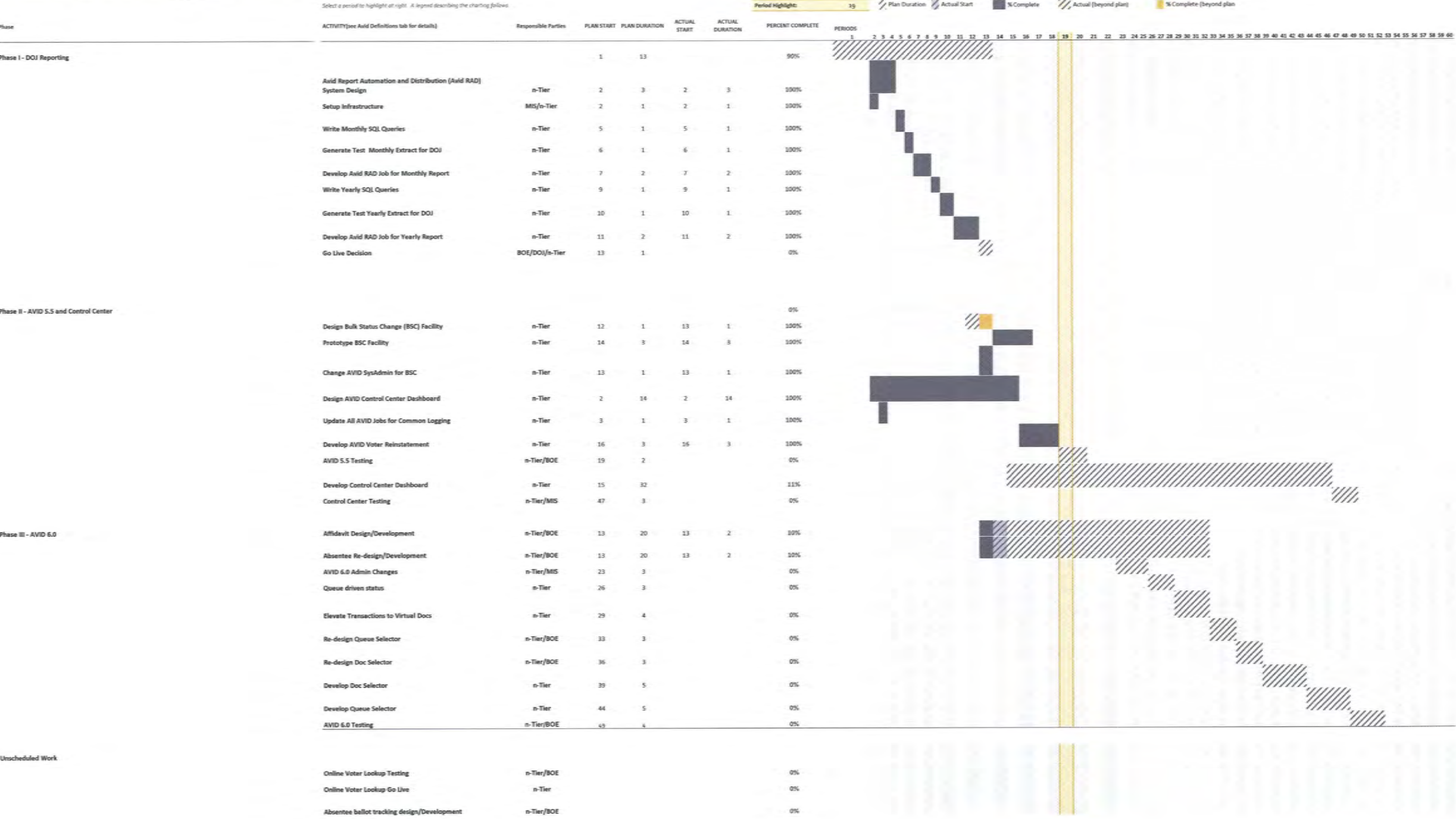
Control Center Dashboard Meeting August 16

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- Testing continued in Brooklyn

Potential Merge Issues: None.

Fail Safe AVID Project Planner



<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.
Exec Mgmt requests removal of Info66 ITC	
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.

Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p> <p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>
Add job support and tracking to interface	
Add support for weekly reconciliation audit	
Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.
Request "FailSafe" AVID Project	NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.
Identify broad enhancements for "FailSafe"	n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.

Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities
Fail Safe Project Planning	to use best practices for the project development work to be completed.
Kickoff Meeting for FailSafe AVID	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)
System Design
Setup Infrastructure
Write Monthly SQL Queries
Generate Test Monthly Extract for DOJ
Develop Avid RAD Job for Monthly Report
Write Yearly SQL Queries
Generate Test Yearly Extract for DOJ
Develop Avid RAD Job for Yearly Report
Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility
Prototype BSC Facility
Change AVID SysAdmin for BSC
Design AVID Control Center Dashboard
Update All AVID Jobs for Common Logging
Develop Control Center Dashboard
Develop Single Voter Reinstatement
Develop UnMerge and Split
Prototype UnMerge/Split/Reinstatements
Misc AVID 5.5 User Request Enhancements
AVID 5.5 Testing

Phase III

Absentee Design/Development
Affidavit Re-design/Development
AVID 6.0 Admin Changes
Queue driven status
Re-design Queue Selector
Re-design Doc Selector
Develop Doc Selector
Develop Queue Selector
Misc AVID 6.0 User Request Enhancements
AVID 6.0 Testing

Definition

New Version (6.o) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.o development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.o

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.o

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	none
15	7/10/2017	7/16/2017	Complete Bulk Status Prototype	none
16	7/17/2017	7/23/2017	Coding for voter reinstatements	none
17	7/24/2017	7/30/2017	Continue reinstatement coding	none
18	7/31/2017	8/6/2017	Finish writing reinstatement coding	none
19	8/7/2017	8/13/2017	Test 5.5	
20	8/14/2017	8/20/2017		
21	8/21/2017	8/27/2017		
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design
Complete Architecture for AVID RAD
Write DOJ Monthly SQL Queries
Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract
Generate yearly test extract
Work on AVID RAD Job for Yearly extract.
Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype
Completed Architecture for AVID RAD
Coding for voter reinstatements begun.
Reinstatement coding continued
Complete Coding AVID 5.5

Registration Cancels and State Synchronization

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Respon
Research	Prelim Investigation of NYC/NYS mismatch	n-T
	Develop Exec Mgmt requested comparison lists	MI:
	Develop lists for NY State BOE	r
	Joint Conference Call	BOE/S
	Technical review of NYC/NYS Interface	n-Ti
Remediation		
	Increase retention of NYC-NYS transactions	r
	Exec Mgmt requests removal of Info66 ITC	Exo
	Remove Info66 ITC Function from AVID	n
	Split interface by county and function	n

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
Restitution	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016
	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
Reformation	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018

August 29, 2017

Executive Summary

Part A - Major Milestones

Phase I - DOJ Reporting

5/22/17 Produce Test Monthly Extract for DOJ (**Completed**)
6/26/17 Produce Test Yearly Extract for DOJ (**Completed**)
6/26/17 DOJ Monthly Go Live Decision (**On Schedule**)
8/1/17 DOJ First Production Run (**On Schedule**)

Phase II - AVID 5.5 and AVID Control Center

8/13/17 AVID 5.5 Coding Complete (**On Schedule**)
8/27/17 AVID 5.5 Testing Complete (**On Schedule**)
8/28/17 AVID 5.5 Go Live (**On Schedule**)

Phase III - AVID 6.0

3/4/18 AVID 6.0 Coding Complete (**On Schedule**)
3/25/18 AVID 6.0 Testing Complete (**On Schedule**)
3/26/18 AVID 6.0 Go Live (**On Schedule**)

Part B - Issues and Delays

None.

Part C - Meetings Planned

As requested by Mr. Ryan, until its final roll-out, I will add to this status an update of the NYC Potential Merge process development:

- Feature has been rolled into AVID 5.5. Awaiting any last minute modifications from Brooklyn.

Potential Merge Issues: None.

Fail Safe AVID Project Planner



<u>Term</u>	<u>Definition</u>
Technical Action Plan	<p>Technical activities surrounding short term and longer term objectives to remedy the problem of improper registration cancels and voter count mismatch between NYC and NYS.</p> <p>New York State publishes enrollment totals twice per year, in November and April. Based on a public query NYC MIS and n-Tier initiated an investigation into why the Democratic enrollment count in Brooklyn had declined between these reporting periods. Using SQL queries against NYC's AVID Voter Registration Database and NYSVoter reports, it was confirmed that there were some number of voters who were cancelled prior to November 2015 that remained active on NYSVoter past the November reporting period. The annual full reconciliation audit (historically performed annually in March) had brought both systems back into synchronization, hence the apparent decline in State reported enrollment between reporting periods.</p>
Prelim Investigation of NYC/NYS mismatch	
Develop Exec Mgmt requested comparison lists	Task to respond to NYC BOE Executive Management requests for several voter lists quantifying and identifying voters who were cancelled for various reasons in 2015.
Develop lists for NY State BOE	Actions to reply to NYS BOE requested lists of Brooklyn voters cancelled in 2015.
Joint Conference Call	Conference call among the NYSBOE Mgmt, NYCBOE Mgmt, NYC and NYS Technical staffs and n-Tier to discuss issues surrounding the improper registration cancels and voter count mismatches.
Technical review of NYC/NYS Interface	<p>Technical step by step analysis of the interface program which keeps the city and state registration databases in synch.</p> <p>One major issue in troubleshooting what had occurred to cause the city and state voter registration systems to become out of synch was the lack of relevant artifactual data on the city side. Interface transactions were kept for only 90 days. The problem had occurred 9 months prior. To remedy this situation, it was agreed that the city should keep a rolling 8 year history of transactions.</p>
Increase retention of NYC-NYS transactions	The systematic basis for the underlying problem with improper cancels was the borough-initiated transaction of Info66 Intent to Cancel. To eliminate the possibility of this recurring, exec mgmt requested that this functionality be removed from the AVID Voter Registration System.
Exec Mgmt requests removal of Info66 ITC	
Remove Info66 ITC Function from AVID	n-Tier removed the Info66 ITC function from AVID.

Split interface by county and function	<p>The volume of transactions from the city to state can be quite heavy and at times especially when multiple bulk updates are processing. To resolve these issues, from May 19-31, 2017, n-Tier redesigned and rewrote the NYC/NYSVoter interface. The state interface server was broken up from 1 monolithic server to the following: 5 Audit Servers, 1 per county, 1 Dup/Death/Felon Processor, 1 MOVE Server, 1 Voter History Processor, 5 Transaction Upload Servers and 5 Voter Transaction Download application servers. The redesigned application servers have been proven in production. Since early June 2016, the re-synch audit has been reduced from 66 hours to under 24 hours. Based on a recommendation from Mr. Ryan, n-Tier modified all batch jobs to link state transactions generated to the specific job run. Transactions for bulk update jobs are now written with a Job name and Job Date into the city NYSVoter transaction table. This solved the following issues: 1) controls ensure that the number of transactions generated for state update match number of updates on AVID voter file. 2) The upload status of the whole job can be determined by process reporting the transaction states on the NYSVoter transaction table. 3) The final step of the job is a drop audit for all the voter records within the job. The final audit status for all voters is then reportable.</p>
Add job support and tracking to interface	
Add support for weekly reconciliation audit	<p>Because the interface application programs are now specialized and numerous, the overall throughput of the system has been greatly enhanced. Further, there is no need to pause other activity for MOVE transactions. Therefore, we can audit on a more frequent basis even when registration work is being performed at the borough offices. This means reconciliation "drop audits" with the state could occur even once a week over the weekend, for example. This weekend drop audit began June 3, 2016.</p>
Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	<p>Some voters who were improperly canceled in 2015, voted by affidavit in the 2016 Presidential Primary. After initial affidavit findings, 49 Manhattan voters, 4 Bronx voters, 102 Brooklyn voters, and 18 Queens voters were reinstated.</p>
Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	<p>After final affidavit review, 1 additional Manhattan voter and 1 additional Queens voter were reinstated that had been canceled as part of the 2015 Info66 ITC run.</p>
Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	<p>To correct any potentially improper cancels from the Kings County 2016 Info66, the Board requested that all voters cancelled from that run be reinstated.</p>
Request "FailSafe" AVID Project	<p>NYC BOE Executive Management requested that n-Tier consider what changes might be made to AVID to make it more "fail safe" while meeting specific obligations set forth in the potential DOJ Consent Decree.</p>
Identify broad enhancements for "FailSafe"	<p>n-Tier in collaboration with some key borough staff developed a list of broad modifications that could be made to AVID to make it more fail safe.</p>

Finalize FailSafe project objectives	AVID "fail safe" modifications were broadly finalized with BOE Executive Management. These modifications in conjunction with companion modifications necessary to meet the DOJ Consent Decree defined the scope of work for the new project. To introduce the project and ensure borough staff cooperation and buy in, executive management held a conference call with borough management, members of the Legal Dept., Registration, MIS, and n-Tier Technology. An important meeting objective was to stress the importance and ensure proper borough resource allocation for the project. As a result of the conference, a new citywide "Fail Save" AVID team consisting of legal, borough staff, Registration Dept, MIS, and n-Tier staff was
Borough Mgmt FailSafe AVID Conference	n-Tier conducted several technical research activities to use best practices for the project development work to be completed.
Fail Safe Project Planning	After the team had been identified and technical research completed, the team met to kickoff the project to discuss the phases, work to be done, and next steps.
Kickoff Meeting for FailSafe AVID	

Term

Fail Safe AVID

Phase I

Avid Report Automation and Distribution (Avid RAD)

System Design

Setup Infrastructure

Write Monthly SQL Queries

Generate Test Monthly Extract for DOJ

Develop Avid RAD Job for Monthly Report

Write Yearly SQL Queries

Generate Test Yearly Extract for DOJ

Develop Avid RAD Job for Yearly Report

Go Live Decision

Phase II

Design Bulk Status Change (BSC) Facility

Prototype BSC Facility

Change AVID SysAdmin for BSC

Design AVID Control Center Dashboard

Update All AVID Jobs for Common Logging

Develop Control Center Dashboard

Develop Single Voter Reinstatement

Develop UnMerge and Split

Prototype UnMerge/Split/Reinstatements

Misc AVID 5.5 User Request Enhancements

AVID 5.5 Testing

Phase III

Absentee Design/Development

Affidavit Re-design/Development

AVID 6.0 Admin Changes

Queue driven status

Re-design Queue Selector

Re-design Doc Selector

Develop Doc Selector

Develop Queue Selector

Misc AVID 6.0 User Request Enhancements

AVID 6.0 Testing

Definition

New Version (6.0) of AVID Voter Registration System to remove as many user decision points as possible and document every transaction with a corresponding image. The project also includes DOJ mandated reporting and several functions to be delivered in AVID 5.5.

All activities needed to support DOJ mandated reporting from Consent Decree.

Design system for unattended generation and delivery of monthly and yearly statistic reporting identified in DOJ Consent Decree.

Setup SQL Reporting Services and Power BI

Develop statements to extract data for monthly DOJ reporting

Extract Comma Separated monthly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Develop statements to extract data for yearly DOJ reporting

Extract Comma Separated yearly file for DOJ review

Develop program for automated extract and email distribution of DOJ monthly extract

Decide when to trigger DOJ feeds

AVID 5.5 and AVID Control Center Development

Develop screens and process and data flow for BSC

Iterative prototype to production for BSC

Make Admin Changes for BSC Facility

Design Dashboard to control AVID Jobs and Application Servers.

Develop a common logging mechanism for all AVID Jobs to feed Control Center.

Build MIS Control Center Dashboard for AVID Application Jobs/Servers.

Code and unit test Single Voter Reinstatement

Code and unit test UnMerger and Split functions

Iterative prototype to production UnMerge/Split/Reinstatement

TBD.

Acceptance Testing for AVID 5.5

AVID 6.0 development

Design and develop new Absentee Subsystems for AVID

Re-design and development Affidavit processing in AVID

Make changes to AVID Admin for 6.0

Make modifications to set status by AVID queue

Design Queue Selector easier to use now that there will be more queues

Design Doc Selector filter for Virtual Docs and Reg/Abs Docs

Make Queue Selector easier to use now that there will be more queues

Make Doc Selector filter for Virtual Docs and Reg/Abs Docs

TBD.

Acceptance Testing for AVID 6.0

<u>Reporting Period</u>	<u>Start Date</u>	<u>End Date</u>	<u>Progress</u>	<u>Issues</u>
1	4/3/2017	4/9/2017	Project Planning	none
2	4/10/2017	4/16/2017	Avid RAD Architectural Design Started	none
3	4/17/2017	4/23/2017	Avid RAD Design in Progress	none
4	4/24/2017	4/30/2017	AVID RAD Design Complete	none
5	5/1/2017	5/7/2017	Queries written (will need expected AVID updates)	none
6	5/8/2017	5/14/2017	Produced initial DOJ extract for format review. Will need AVID updates in July for all values to be valid.	none
7	5/15/2017	5/21/2017	Generated initial monthly test extract and explanatory report for DOJ.	none
8	5/22/2017	5/28/2017	Monthly DOJ extract work completed	none
9	5/29/2017	6/4/2017	Yearly queries written	none
10	6/5/2017	6/11/2017	Sql extract completed	none
11	6/12/2017	6/18/2017	Work continues on AVID Rad Yearly Job	none
12	6/19/2017	6/25/2017	Finished writing AVID RAD Job for yearly extract.	none
13	6/26/2017	7/2/2017	Conducted Desing Meetings for AVID 6 and Changed SysAdmin for Bulk Status change	none
14	7/3/2017	7/9/2017	Started Developing Bulk Status Prototype	none
15	7/10/2017	7/16/2017	Complete Bulk Status Prototype	none
16	7/17/2017	7/23/2017	Coding for voter reinstatements	none
17	7/24/2017	7/30/2017	Continue reinstatement coding	none
18	7/31/2017	8/6/2017	Finish writing reinstatement coding	none
19	8/7/2017	8/13/2017	Test 5.5	none
20	8/14/2017	8/20/2017	Complete AVID 5.5	none
21	8/21/2017	8/27/2017	Write AVID 5.5 Procedures/Release 5.5	none
22	8/28/2017	9/3/2017		
23	9/4/2017	9/10/2017		
24	9/11/2017	9/17/2017		
25	9/18/2017	9/24/2017		
26	9/25/2017	10/1/2017		
27	10/2/2017	10/8/2017		
28	10/9/2017	10/15/2017		
29	10/16/2017	10/22/2017		
30	10/23/2017	10/29/2017		
31	10/30/2017	11/5/2017		
32	11/6/2017	11/12/2017		
33	11/13/2017	11/19/2017		
34	11/20/2017	11/26/2017		
35	11/27/2017	12/3/2017		
36	12/4/2017	12/10/2017		
37	12/11/2017	12/17/2017		
38	12/18/2017	12/24/2017		
39	12/25/2017	12/31/2017		
40	1/1/2018	1/7/2018		
41	1/8/2018	1/14/2018		
42	1/15/2018	1/21/2018		
43	1/22/2018	1/28/2018		
44	1/29/2018	2/4/2018		
45	2/5/2018	2/11/2018		
46	2/12/2018	2/18/2018		
47	2/19/2018	2/25/2018		
48	2/26/2018	3/4/2018		
49	3/5/2018	3/11/2018		
50	3/12/2018	3/18/2018		
51	3/19/2018	3/25/2018		

Next Period Objectives

Continue Avid RAD Design
Complete Architecture for AVID RAD
Write DOJ Monthly SQL Queries
Produce initial test extract for DOJ

Work on AVID RAD Job for Monthly extract. Produce write up for DOJ with initial test monthly extract.

Finish writing AVID RAD Job for monthly extract.

Write queries for yearly extract
Generate yearly test extract
Work on AVID RAD Job for Yearly extract.
Finish writing AVID RAD Job for yearly extract.

Design meetings for AVID and Change SysAdmin for Bulk Status Change.

Start development of Prototype for bulk status changes

Continue Developing Bulk Status Prototype
Completed Architecture for AVID RAD
Coding for voter reinstatements begun.
Reinstatement coding continued
Complete Coding AVID 5.5
5.5 Testing under way
5.5 Testing completed

Registration Cancels and State Synchronization

Technical Action Plan

Phase	ACTIVITY (see Plan Definitions tab for details)	Respon
Research	Prelim Investigation of NYC/NYS mismatch	n-T
	Develop Exec Mgmt requested comparison lists	MI
	Develop lists for NY State BOE	I
	Joint Conference Call	BOE/S
	Technical review of NYC/NYS Interface	n-Ti
Remediation	Increase retention of NYC-NYS transactions	r
	Exec Mgmt requests removal of Info66 ITC	Exc
	Remove Info66 ITC Function from AVID	r
	Split interface by county and function	r

Phase	ACTIVITY (see Plan Definitions tab for details)	Responsible Parties	Start Date	End Date
Restitution	Add job support and tracking to interface	n-Tier	5/24/2016	6/2/2016
	Add support for weekly reconciliation audit	n-Tier	5/31/2016	6/2/2016
	Reinstated voters cancelled through 2015 Info66 ITC who voted by Affidavit	n-Tier/BOE	5/19/2016	5/19/2016
	Reinstate additional voters cancelled 2015 Info66 ITC who voted by Affidavit	n-Tier/MIS	5/24/2016	5/24/2016
	Reinsate all Kings County 2015 Info66 ITC Cancelled Voters	n-Tier	6/6/2016	6/6/2016
Reformation	Request "FailSafe" AVID Project	Exec Mgmt	2/2/2017	2/2/2017
	Identify broad enhancements for "FailSafe"	n-Tier/BOE	2/3/2017	2/15/2017
	Finalize FailSafe project objectives	n-Tier/BOE Mgmt	2/16/2017	2/16/2017
	Borough Mgmt FailSafe AVID Conference	n-Tier/BOE	2/27/2017	2/27/2017
	Fail Safe Project Planning	n-Tier	3/1/2017	3/21/2017
	Kickoff Meeting for FailSafe AVID	Project Team	3/22/2017	3/22/2017
	Fail Safe AVID and DOJ Report Development (see "Fail Safe AVID" tab for details)	n-Tier/BOE	4/9/2017	1st Qtr 2018